

# Nomination Information for the Buford Smith Excellence in Traffic Engineering Award



"The Life of a Happy Man"  
(A poem from the desk of Buford Smith)

*To awaken each morning with a smile brightening my face, to greet the day with reverence, for the opportunities it contains; to approach my work with a clean mind; to hold ever before me, even in the doing of little things, the Ultimate Purpose toward which I am working; to meet men and women with laughter on my lips and love in my heart, to be gentle, kind and courteous through all the hours; to approach the night with weariness that ever woos sleep and the joy that comes from work well done -- this is how I desire to waste wisely my days.*

--- Author Unknown

## **Buford Smith:**

Buford Smith served the NCDOT as a Division Traffic Engineer. He was an outstanding employee, a well-respected engineer, a good friend, and a very fine person. On April 10, 1982, Buford Smith and his wife were killed in a tragic head-on collision on NC 24 in Stanly County. To preserve the memory of this special man, each year an employee from traffic engineering or traffic services is recognized for their significant achievements and leadership qualities that parallel Buford's attributes. The tradition of recognizing an employee that exemplifies Buford's professional contributions and service, and the selection of the award recipient by his/her peers from Traffic Services and Traffic Engineering has been faithfully carried out since 1983.

## **Process and Presentation of Award:**

Nominations are being accepted for the Buford Smith Excellence in Traffic Engineering Award for 2013 and 2014. Nominations are due by Friday, August 29, 2014 to Jackie Johnson (919-773-2896, [jackiejohnson@ncdot.gov](mailto:jackiejohnson@ncdot.gov)). The Buford Smith Award recipient will be announced at localized meetings this fall that are coordinated with the nominator at convenient locations and times. An individual plaque will be given to the recipient of the award. A plaque will also be permanently displayed in the Transportation Mobility and Safety Division central offices in Garner at 750 Greenfield Parkway that will list all recipients of the award.

## **Key Qualities:**

The following list outlines the key qualities nominees should exhibit with examples of the key quality attribute for guidance:

- **Leadership** - leads by example; skillful in directing others to common goals; builds trust and unity
- **Safety Champion** - emulates safety in everyday work
- **Innovation** - creative approach; applies new technologies
- **Development of Employees** - provides persistent reinforcement and feedback on job performance to develop and motivate employees
- **Technical Knowledge** - recognized authority in field of work; exhibits interest in continuing education and learning)
- **Professionalism** - considers impacts on DOT before making decisions; excellent ethics and morals; lives by the "Golden Rule"

### **Nomination Guidelines:**

Nominations for this honor are submitted by fellow employees and include a summary of the nominee's accomplishments and service highlighting the "key qualities" of the individual. Selection Committee members may not be familiar with the person you are nominating, so detailed examples in the nomination information is critical. Nominations should explain all qualities of the nominee, should provide specific examples to illustrate the excellent qualities of the nominee, and justify why the nominee should be chosen for the award. Additional information on nominations is as follows:

- Nominees must work or have worked in a position staffed to the Transportation Mobility and Safety Division, or in a traffic engineering related position in a Highway Division, to be eligible for consideration.
- Nominees must have at least five years of dedicated state service.
- All eligible DOT employees will be considered up until the time three years from their last day worked.
- Nominations for DOT employees will be considered from outside DOT.
- Letters of recommendation for the Buford Smith Award should include no more than three typewritten pages that outline the outstanding service provided by the nominee in each of the six "key quality" categories. In addition, no more than three attachments to the recommendation letter will be accepted.
- Nominations will be considered strictly confidential. A listings of nominees will not be made public.
- Nominations that are not selected will not be held on file for consideration the next cycle. Nominators must re-submit nominations for reconsideration the following year(s).

### **Ineligibility:**

The following individuals are ineligible for consideration of this award:

- Individuals currently holding elected office
- Individuals currently holding an appointed position to a policy board or entity overseeing transportation-related activities
- Former NCDOT Secretaries
- Former Board of Transportation members
- Individuals that have received the Buford Smith Award previously

### **Selection Committee:**

The Selection Committee consists of previous Buford Smith Award recipients representing the Transportation Mobility and Safety Division and the Highway Divisions. A rotation will be established to allow the senior members to rotate off the committee.

### **Questions:**

If you have any questions regarding the nomination process, please contact the following individuals:

Jackie Johnson	919-773-2896	<a href="mailto:jackiejohnson@ncdot.gov">jackiejohnson@ncdot.gov</a>
Terry Hopkins	919-773-2885	<a href="mailto:thopkins@ncdot.gov">thopkins@ncdot.gov</a>